

Leadership Transition: Roles and Responsibilities Grid

	Develops job description	Recruits candidate pool	Criteria for vetting of candidates	Selects interview pool	Develops interview process	Conducts interviews	Final decision
Search Firm	H	H	H	H	I	I	H/I
Hiring Committee	H	H	D	D	D	D	H/I
Full Board	D	H	I	I	I	I	D
Staff	I	H	I		I		
Members // Leaders	I	H	H				

H = Active Helper

I = Gives Input

D = Decides